

**VILLAGE OF NORTHFIELD
BOARD OF TRUSTEES
Minutes of June 10, 2008**

SITE VISIT: 6:15 P.M. - WATER & UNION STREETS

Present: Chair Jim Wilson, Trustees Samantha Baraw, Libby Hambleton, Thomas McCarney, and Richard Sutor. Also present were Manager Nanci Allard and Kathleen Lott (*Northfield News & Transcript*).

The Site Visit began at 6:15 p.m. at the area across from the Fernandez Laundromat. It then moved north towards the area across from the apartment house on the corner of Water and Union Streets. Parking on the lawn was discussed. There were no cars parked at that time. It was obvious there had been parking on the lawn on both sides of the stop sign near the footbridge.

The Site Visit then moved to the corner of Union Street and Pleasant Street. There were obvious signs of parking on the south side of the road. Trustee Hambleton requested that the brush be cut back to increase visibility. Manager Allard agreed to have the Highway crew do this. Trustee McCarney questioned a passing car on how far they needed to pull up on Pleasant Street to be able to turn onto Union Street. The response was almost into the road to be able to see beyond the parked cars on the corner. There was discussion on whether parking should be restricted all the way to the Village line. The Board did not look favorably on this. It was requested that we limit parking from the corner for 30 or 50 feet towards the Village line.

The Site Visit was adjourned at 6:50 p.m.

REGULAR MEETING: 7:00 P.M. – BROWN PUBLIC LIBRARY

I. ROLL CALL: Chair Jim Wilson, Trustees Samantha Baraw, Libby Hambleton, Thomas McCarney, and Richard Sutor. Also present were Village Manager Nanci Allard, Marjorie Mattson, and Mike Kerin.

Chair Wilson called the meeting to order at 7:00 p.m.

II. ORGANIZATIONAL MEETING OF THE BOARD

- a. **Election of Chair.** Motion by Trustee Sutor, seconded by Trustee McCarney, to nominate Libby Hambleton as Chair. **Motion passed 5-0-0.** The meeting was then turned over to Chair Hambleton.
- b. **Election of Vice-Chair.** Motion by Trustee McCarney, seconded by Trustee Sutor, to nominate Samantha Baraw as Vice-Chair, with the condition (at her request) that she not be appointed Chair the following year. **Motion passed 5-0-0.**
- c. **Committee Appointments:** Committee appointments will remain the same as the previous year, i.e. **Common Project:** Trustee Hambleton; **Ethics Committee:** Trustee Baraw; **Highway Standards (Paving):** Trustees McCarney and Wilson; **Inter-Local Agreement:** Trustees McCarney and Sutor; **Joint Management:** Trustees Baraw and Hambleton; **Labor Agreement and Bargaining:** Trustee McCarney; **Town / Village Merger:** Trustees Sutor and Wilson; **VPPSA Representatives:** Manager Allard and Trustee Sutor; and **Efficiency Vermont:** Trustees McCarney and Sutor.
- d. **Regular Meeting Schedule:** The Board will continue to meet the second and fourth Tuesday of each month (with the exception of July 2008, when the Board will meet on the third and fifth Tuesdays).
- e. **Designation of Official Newspaper(s).** The official newspapers will remain the *Northfield News & Transcript*, the *World*, and the *Times-Argus*.

III. PUBLIC PARTICIPATION (Scheduled):

- a. **Marjorie Mattson: Permission to Hold Fundraiser on Village Common:** Ms. Matteson requests consideration for a fundraiser on the Village Common for a friend who has suffered a brain aneurysm. Trustee Sutor requested that more information be given to Manager Allard and that Ms. Mattson return to the Board with a more specific request. Ms. Mattson agreed to do this; this was her first chance to start raising awareness.

IV. ACTION ITEMS

- a. **Approval of Minutes**
 1. **May 27, 2007 (Regular Meeting):** Motion by Trustee McCarney, seconded by Trustee Sutor, to approve the minutes. **Motion passed 5-0-0.**
- b. **Approval of Bills**
 1. **Warrant #25-08.** Motion by Trustee McCarney, seconded by Trustee Wilson, to approve Warrant #25-08 in the amount of \$628,714.64. **Motion passed 5-0-0.**
 2. **Warrant #25-08A:** Motion by Trustee Sutor, seconded by Trustee Wilson, to approve Warrant #25-08A in the amount of \$153,680.00. **Motion passed 5-0-0.**

- c. **Bond Anticipation Note (Water Project): \$2,350,000 @ 2.49% annual interest.** Motion by Trustee McCarney, seconded by Trustee Sutor, to approve and sign the Bond Anticipation Note in the amount of \$2,350,000; to approve and sign the Resolution specifying terms and conditions; and to approve and sign the Non-Arbitrage Certificate. **Motion passed 5-0-0.**
- d. **Proposed Water Street and Union Street Parking Ordinance:** There was a Site Visit earlier this evening and we will request that the Highway Department cut some of the brush on the corner from Union Street and Pleasant Street. The Board's feeling was that the wording in the draft was not meeting its wants. Motion by Trustee Sutor, seconded by Trustee McCarney, ban parking on the east side of Water Street between the hours of 12:00 a.m. to 6:00 a.m. from the intersection of Wall Street to the south edge of the Union Street intersection. Also, parking will be prohibited at all times on the east side of Water Street from the south edge of Union Street intersection to the footbridge. **Motion passed 5-0-0.**

Motion by Trustee Sutor, seconded by Trustee Wilson, to ban parking from the Union Street and Pleasant Street intersection for thirty (30) feet on south side of Union Street towards the Village line. **Motion passed 5-0-0.**
- e. **Paine Mountain Arts Council: "Summer on the Common."** Motion by Trustee Sutor, seconded by Trustee Wilson, to approve the request (with the exception of the sign request that will have to go to the Planning Commission). **Motion passed 5-0-0.**
- f. **Accounts Receivable – Uncollectable.** Motion by Trustee McCarney, seconded by Trustee Wilson, to abate and removed the utilities accounts as outlined for all three (3) pages and authorize the Chair to sign. **Motion passed 5-0-0.** Motion by Trustee Sutor, seconded by Trustee McCarney, to remove a bill for \$1726.38 and authorize the Chair to sign. **Motion passed 5-0-0.**
- g. **Northfield Wellfield Monitoring Wells:** Motion by Trustee McCarney, seconded by Trustee Sutor, to move forward with the proposal from Hoffer Consulting. **Motion passed 5-0-0.**

V. REPORTS

a. Village Manager

- 1. **Water Project.** All is going well, as did the first construction meeting. Trustee McCarney would like to have a letter go to Munson Earth Moving from this Board to say thank you for doing such a wonderful job so far with this project.
- 2. **Merger Committee:** The next meeting is Tuesday, July 22, 2008 at 6:30 p.m. in the Municipal Building.
- 3. **Annual Village Meeting.** All went well with a very short meeting.

b. Committee Reports: None.

c. Miscellaneous

- 1. **Efficiency Vermont Project update:** The next meeting is Thursday, June 19, 2008 at 7:00 p.m. at the Brown Public Library.
- 2. **Utility Department Vehicle.** Trustee McCarney would like copies of the logs for the vehicle used for meter reading.
- 3. **Pumping at the Wellfield.** We are looking into changing the pumping times to evenings. Motion by Trustee McCarney, seconded by Trustee Sutor, that management review Trustee Sutor's proposal and to go forth with implementing this proposal. **Motion passed 5-0-0.**

VI. PUBLIC PARTICIPATION (Unscheduled):

- a. **Mike Kerin: Solar Panels.** Mr. Kerin would like to propose that the Northfield Electric Department give him permission to install solar panels in his yard (off Vine Street extension) and receive a credit for this work. Trustee Sutor stated that this request would need to go before the Public Service Board (PSB). Motion by Trustee Sutor, seconded by Trustee Wilson, to open discussion with the PSB for an incentive payment for a project done like this for individual consumers. This would require a change in tariff. **Motion passed 5-0-0.**
- b. **Kathleen Lott: Oil Spill.** Tonight, we saw possible oil spill into the river. Ms. Lott would like to know what the next steps are and who would be responsible. Manager Allard will look into this tomorrow.

VII. ADJOURNMENT: Motion by Trustee Wilson, seconded by Trustee Sutor, to adjourn. **Motion passed 5-0-0.**

The Board adjourned at 8:33 p.m.

Respectfully submitted,

Samantha H. Baraw

Samantha H. Baraw, Clerk

These minutes are subject to approval at the next regular meeting.